



## REDCOM BOARD OF DIRECTORS

### Agenda

July 2, 2024 @1pm

**Special Meeting**  
**Santa Rosa Fire Training Tower 2126**  
**West College Ave.**  
**Santa Rosa, CA**

**Director Dr. Luoto will have his location at**  
**The Public Library 316 Estrella Ave, La Selva Beach CA, 95076**

**Public is Welcome at this location.**

**Since we have one Board Member remote for this meeting, attendance will comply with the traditional teleconferencing rules required by the Brown Act.**

Notice: Copies of additional materials provided to the Board of Directors for information on agenda items are available at the REDCOM fire & EMS 9-1-1 Center.

1. Call to Order
2. Approval of the Agenda
3. REDCOM Board of Directors Meeting Minutes will be presented at the next regular meeting.
4. Public Comment Period  
In this time-period, anyone from the public may address the REDCOM Board of Directors regarding any subject over which the Board has jurisdiction, but which is not on today's agenda. Individuals will be limited to a three-minute presentation.

No action will be taken by the Board as a result of any items presented at this time.

## 5. New Business

a) Action Item: receive Ad Hoc committees report and recommendations.

The Board will receive a recommendation from each ad hoc committee based on ad hoc meetings held on June 26 and June 27, 2024, for the transition from the AMR contract for dispatch services. Board vote on approval or rejection of ad hoc recommendations. Board to provide direction and clarification of roles for both ad hoc committees going forward.

b) Discussion Item: Consider amendment to scope of work of AP Triton Contract.

The Board shall review the existing scope of work under Professional Services Agreement with AP Triton and provide direction to consultant on updating the Phase II and Phase III scope of work, fees, and timeline.

c) Action Item: Direction for Procurement for goods and services identified in Needs List for the continuity of operations of REDCOM.

The Board will review the needs List prepared by AP Triton and REDCOM Staff (cost sheets) for procurement of goods and services and provide directions as to the priority of identified items.

d) Discussion Item: Consider procurement of professional services to facilitate transition from AMR.

The Board will discuss the potential procurement of new professional services agreements for legal, human resources, payroll, financial services, and transition coordinator roles. Staff will present options available to REDCOM to best support the transition. Board to provide direction to staff on priority of potential procurements of services to return for the Board's consideration at next regular meeting.

e) Action Item: Schedule special REDCOM Board meetings to address transition from the AMR services contract.

## 6. Old Business

7. Next Special meeting will be – based on Item 5 e), at 1:00 pm.

8. Adjournment- Motion to adjourn.

**PROFESSIONAL SERVICES AGREEMENT**  
**AP Triton, LLC**

This Agreement, dated as of January 1, 2024 is by and between the Redwood Empire Dispatch Communications Authority, a Joint Powers Authority entity, (hereinafter referred to as “CLIENT”), and AP TRITON, LLC (“CONSULTANT”), hereinafter collectively referred to as the “Parties.” The Agreement will be effective upon final execution by all parties.

**1. HEADINGS**

Headings herein are for convenience of reference only and shall in no way affect interpretation of the Agreement.

**2. ATTACHMENTS**

Attachments 1 and 2 are attached hereto and incorporated by reference.

**3. CONSULTANT’S SCOPE OF SERVICES AND PERFORMANCE STANDARD AND CLIENT RESPONSIBILITIES**

CONSULTANT agrees to perform all services described in Attachment 1, Scope of Work, for payment pursuant to Attachment 2, in accordance with the terms and conditions of this Agreement. CONSULTANT shall perform all work hereunder in a manner consistent with the level of competency and standard of care normally observed by a person practicing in CONSULTANT’s profession. CLIENT has relied upon the professional ability and training of CONSULTANT as a material inducement to enter into this Agreement. CONSULTANT hereby agrees to provide all services under this Agreement in accordance with generally accepted professional practices and standards of care. CONSULTANT shall assign only competent personnel to perform work hereunder. In the event that at any time CLIENT, in its sole discretion, desires the removal of any person or persons assigned by CONSULTANT to perform work hereunder, CONSULTANT shall remove such person or persons immediately upon receiving written notice from CLIENT.

CLIENT shall provide complete, accurate, and timely information regarding CLIENT’S requirements and shall designate by name a representative authorized to act on its behalf. CLIENT shall examine documents or other instruments submitted by CONSULTANT and shall promptly render any decisions necessary in order to avoid unreasonable delay. CLIENT shall provide any additional materials, other than those CONSULTANT is responsible to provide, that are reasonably necessary to complete the Scope of Work. CLIENT shall provide reasonable access to any locations under the control of CLIENT required for CONSULTANT to perform the services hereunder. Any additional requirements will be identified in Attachment 1.

**4. TERM**

This Agreement shall terminate upon completion of the Scope of Work as described in Attachment 1, unless extended by mutual Agreement of the Parties in writing or terminated in accordance with Section 16.

**5. PAYMENT**

For all services performed in accordance with the Agreement, payment shall be made to CONSULTANT as provided in Attachment 2.

**6. INDEPENDENT CONTRACTOR**

No relationship of employer and employee is created by this Agreement. It is understood and agreed that CONSULTANT is, at all times, an independent contractor and can perform work for others. CONSULTANT is not the agent or employee of the CLIENT in any capacity whatsoever and CLIENT shall not be liable in any manner for any acts or omissions by CONSULTANT or for any obligations or liabilities incurred by CONSULTANT, its employees, or agents.

CONSULTANT shall have no claim under this Agreement or otherwise, for seniority, vacation time, vacation pay, sick leave, personal time off, health insurance medical care, hospital care, retirement benefits, social security, disability, workers' compensation, or unemployment insurance benefits, civil service protection, or employee benefits of any kind.

CONSULTANT shall be solely liable for, and obligated to pay directly, all applicable payroll taxes (including federal and state income taxes) or contributions for unemployment insurance or old age pensions or annuities which are imposed by any governmental entity in connection with the labor used or which are measured by wages, salaries or other remuneration paid to its officers, agents, or employees, and CONSULTANT agrees to indemnify, and hold CLIENT harmless from any and all liability which CLIENT may incur because of CONSULTANT's failure to pay such amounts.

In carrying out the work contemplated herein, CONSULTANT shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees will be considered as independent contractors and shall not be treated or considered in any way as officers, agents and/or employees of CLIENT.

**7. INDEMNIFICATION**

To the fullest extent permitted by law, each Party shall release, hold harmless, defend and indemnify the other from and against any and all claims, losses, damages, lawsuits, liabilities and expenses, including but not limited to attorneys' fees, including but not limited to those attributable to bodily injury, sickness, disease, death or to injury to or destruction of property, including the loss therefrom, which arises out of or is any way connected with the performance of this Agreement (collectively "Liabilities") to the extent caused by such Party, except where such Liabilities are caused by the sole negligence or willful misconduct of any indemnitee.

**8. INSURANCE**

CONSULTANT shall maintain at all times during the performance of this Agreement a commercial general liability insurance policy with a minimum occurrence coverage in the amount of \$1,000,000; an automobile liability insurance policy in the minimum amount of \$500,000; and, if any licensed professional performs services under this contract, a professional liability insurance policy in the minimum amount of \$1,000,000 to cover any claims arising out of CONSULTANT's performance of services under this Agreement. If requested by CLIENT, all insurance, except professional liability, shall name the CLIENT as additional insureds and shall provide primary coverage with respect to the CLIENT.

All insurance policies shall: 1) provide that the insurance carrier shall not cancel, terminate, or otherwise modify the terms and conditions of said policies except upon thirty

(30) days written notice to the CLIENT'S representative as shown in Section 22 Notices; 2) be evidenced by the Certificate of Insurance; and 3) be approved as to form and sufficiency by the CLIENT.

CONSULTANT shall promptly forward all insurance documents to the CLIENT.

**9. CONFORMITY WITH LAW AND SAFETY**

In performing services under this Agreement, CONSULTANT shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services provided by CONSULTANT.

**10. TRAVEL EXPENSES**

CONSULTANT shall be allowed and compensated for reasonable travel expenses to carry out the work of the CLIENT as approved in advance by the CLIENT in accordance with Attachment 2, billed at actual cost.

**11. TAXES**

Payment of all applicable federal, state and local taxes shall be the sole responsibility of the CONSULTANT.

**12. ACCESS AND RETENTION OF RECORDS**

CONSULTANT agrees to provide the CLIENT and its designees access to all of the CONSULTANT's records related to this contract and that the CONSULTANT shall maintain its records related to this contract for a period of not less than five (5) years after the final payment to the CONSULTANT is made by the CLIENT.

**13. CONFLICT OF INTEREST**

CONSULTANT covenants that CONSULTANT presently has no interest, and shall not obtain any interest, direct or indirect, which would conflict in any manner with the performance of services required under this Agreement, including but not limited to any provision of services to any federal, state or local regulatory or other public agency which has any interest adverse or potentially adverse to the CLIENT, as determined in the reasonable judgment of the CLIENT. Entering into this agreement does not preclude CONSULTANT from working for others as long as CONSULTANT ensures that such work does not constitute a conflict of interest.

**14. CONFIDENTIALITY**

CONSULTANT agrees that any information, whether proprietary or not, made known to or discovered by CONSULTANT during the performance of or in connection with this Agreement for the CLIENT will be kept confidential and not be disclosed to any other person or entity except as required by law. CONSULTANT agrees to immediately notify the CLIENT if CONSULTANT is requested to disclose to others any information made known to or discovered by CONSULTANT during the performance of or in connection with this Agreement.

**15. USE OF CLIENT PROPERTY AND OWNERSHIP OF WORK PRODUCT**

CONSULTANT shall not use CLIENT property (including equipment, instruments, and supplies) or personnel for any purpose other than in the performance of its obligations under this Agreement. All reports, drawings, graphics, plans, and studies, in their final

form and format, assembled or prepared by CONSULTANT in connection with this Agreement, shall be the property of CLIENT.

**16. TERMINATION**

Either party may terminate this Agreement for default upon five (5) days written notice to the other if the other party has substantially failed to fulfill any of its obligations under this Agreement in a timely manner as provided herein. CLIENT has and reserves the right to terminate this Agreement at its convenience and without cause upon thirty (30) days written notice to CONSULTANT. In the event that the CLIENT should terminate this Agreement for its convenience, CONSULTANT shall be entitled to payment for services provided hereunder, as provided in Attachment 2, including for such services performed prior to the effective date of said termination, including travel, accrued as of the date of the termination, which payment shall be per the terms set forth in Attachment 2. In the event of termination, CONSULTANT shall promptly deliver to CLIENT all reports, original drawings, graphics, plans, studies, and other data or documents, in whatever form or format, assembled or prepared by CONSULTANT.

**17. CHOICE OF LAW**

CONSULTANT and CLIENT agree that if a dispute arises in the performance of this agreement the laws of the State of California will govern. Any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.

**18. ENTIRE AGREEMENT**

This Agreement, including all attachments, exhibits, and any other documents specifically incorporated into this Agreement, shall constitute the entire agreement between CLIENT and CONSULTANT relating to the subject matter of this Agreement. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments.

This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the Parties and sets forth the entire understanding of the Parties regarding the subject matter thereof. The Agreement may not be modified except by a written document signed by both Parties.

This Agreement and all related obligations and services hereunder are intended for the sole benefit of CLIENT and CONSULTANT and are not intended to create any third-party rights or benefits.

**19. MODIFICATION OF AGREEMENT**

This Agreement may be supplemented, amended, or modified only by the mutual agreement of the Parties. No supplement, amendment, or modification of this Agreement shall be binding unless it is in writing and signed by authorized representatives of both Parties. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both Parties.

**20. SEVERABILITY**

If any part of this Agreement or the application thereof is declared to be invalid for any reason, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision or application, and to this end the provisions of this Agreement are deemed severable.

**21. SUCCESSORS AND ASSIGNS**

This agreement is binding upon and inures to the benefit of the successor, executors, administrators, and assigns of each party to this agreement, provided, however, that CONSULTANT shall not assign or transfer by operation of law or otherwise any or all rights, burdens, duties, or obligations without prior written consent of the CLIENT. Any attempted assignment without such consent shall be invalid.

**22. NOTICES**

All notices, requests, demands, or other communications under this Agreement shall be in writing. Notices shall be given for all purposes as follows:

**Personal delivery:** When personally delivered to the recipient, notices are effective on delivery.

**First Class Mail:** When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox.

**Certified Mail:** When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.

**Overnight Delivery:** When delivered by overnight delivery (Federal Express/Airborne/United Parcel Service/DHL Worldwide Express) with charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.

Addresses for purpose of giving notice are as follows:

To: CLIENT: REDCOM JPA  
Attn: Stephen Akre, REDCOM Board Chair  
630 Second St West  
Sonoma, CA 95476

To: CONSULTANT: AP Triton, LLC  
Attn: Kurt P. Henke  
1309 Coffeen Avenue, Suite 3178  
Sheridan WY 82801

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service.

Any party may change its address by giving the other party notice of the change in any manner permitted by this Agreement.

**23. NO WAIVER OF BREACH**

The waiver by CLIENT of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

**24. SURVIVAL OF TERMS**

All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

**25. TIME OF THE ESSENCE**

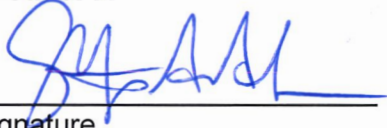
Time is and shall be of the essence of this Agreement and every provision hereof. CONSULTANT shall at in a timely manner as to strive to meet CLIENT's goal to have a qualified service provider agreement in place by July 1, 2024.

**26. SIGNATORIES**

By signing this agreement, signatories warrant and represent that they have executed this Agreement in their authorized capacity.


IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the day and year written.

**CLIENT  
REDCOM JPA**

By:   
Signature

Name: Stephen Akre  
Title: REDCOM Board Chair  
Date: 12/29/2023

**CONSULTANT  
AP Triton, LLC**

By:   
Signature

Name: Kurt P. Henke  
Title: Principal / Managing Partner  
Date: 01.03.2024



## **ATTACHMENT 1**

### **Scope of Services**

CONSULTANT shall provide consulting services to CLIENT as outlined in CONSULTANT's December 3, 2023 Proposal for REDCOM JPA Dispatch Services, which is hereby attached hereto and incorporated herein by reference.

Every effort will be made to meet the following target dates for completion:

- Phase 1 services to be completed by February 1, 2024.
- An RFP shall be developed as soon as Phase 1 is complete.
- The issuance of the RFP shall occur the first part of March 2024, and shall allow bidders three weeks to provide a proposal.
- Review of the submissions, selection of bidders to interview, interviews, and the selection of a successful bidder will ideally take place in the month of April 2024.
- An appropriate contract with the successful bidder shall be drafted and negotiated immediately following.
- The target date for all services to be completed is May 31, 2024.

The target for Phase 1 services to be completed is before February 1, 2024. An RFP shall be developed as soon as Phase 1 is complete, targeting the month of February, 2024. The target for the RFP to be issued is the first part of March 2024, and shall allow bidders three weeks in which to provide a proposal. Review of the submissions, selection of bidders to interview, interviews, and the selection of a successful bidder will take place following the above timelines, ideally in the month of April, 2024. An appropriate contract with the successful bidder shall be drafted and negotiated immediately following, targeting the month of May, 2024. The target date for all services to be completed is May 31, 2024.

**ATTACHMENT 2**  
**Payment Terms**

CLIENT agrees to pay CONSULTANT an amount not to exceed ninety-five thousand seven hundred and one dollars (\$95,701) for services performed pursuant to the Scope of Services (Attachment 1). Fees for Phase One shall not exceed thirty-four thousand six hundred and thirty-six dollars (\$34,636); fees for Phase Two shall not exceed nineteen thousand three hundred and fifty-two dollars (\$19,352); fees for Phase Three shall not exceed forty-one thousand seven hundred and thirteen dollars (\$41,713). Upon execution of the Agreement, the Client agrees to pay nine thousand five hundred and seventy dollars (\$9,570.00) to CONSULTANT. Subsequent payments will be based on monthly invoicing as work progresses.

Any alteration or deviation from the described work that involves extra costs will only be performed by Consultant after written request by the Client.

The parties must agree in writing upon any extra charges billed at the following rates:

\$190/hour for Senior Project Manager  
\$150/hour for other consultants  
Any additional travel expenses

Bills shall identify the services completed and the amount charged and shall be in minimum of one-quarter time increments.

Contact information for billing purposes is as follows:

CLIENT: REDCOM JPA  
Attn: Stephen Akre, REDCOM Board Chair  
630 Second St West  
Sonoma, CA 95476

Phone: 707.996.2102  
Email: [stevea@sonomavalleyfire.org](mailto:stevea@sonomavalleyfire.org)

<b>Ensuring Continuity of Operational Services REDCOM</b>								
<b>Personnel/HR/Payroll/Legal:</b>								
<p>An employee benefits package that allows our current employees to remain whole and is strongly desired by our team. This is one of the most discussed concerns among the REDCOM staff. It is a vital component of maintaining the continuity of our services if there is a change in who employees the REDCOM dispatch personnel employer in the coming months. We have identified multiple long-tenured REDCOM employees currently drawing on Cal-PERS. Concerns for the financial well-being of these employees have been a topic of discussion for months since the potential for a REDCOM RFP was put on the table at previous board meetings. When keeping these employees whole, REDCOM should honor the CBA intact for its union employees and also take into consideration its administrative staff who are not currently represented by a union, including four working supervisors.</p>								
<p>REDCOM employees must receive comprehensive support from a dedicated Human Resources department to guarantee our agency's adherence to all labor laws, provision of employee information, utilization of labor law-related signage, access to EAP services, and provision of an FMLA group.</p>								
<p>Establish legal services for the REDCOM agency and provide options for legal services as part of a benefit package for all REDCOM employees.</p>								
<p>There is a need to identify an appropriate payroll group that can incorporate our current CBA rules to accommodate union employees as well as our currently exempt employee payroll needs in the event of an employer change</p>								
<b>Current staffing Model:</b>								
18 Full-Time Union employees								
6 Part-Time Union Employees								
8 Full Time Exempt employees								
1 Part-Time temporary administrative employee								
Potentially 2 new hire Full-Time union employees (board-approved positions)								
<b>Technology Needs: For our continued operations, we have identified technology items that need to be obtained or have accounts switched/transferred to</b>								
Own REDCOM Domain with O365 business 40MS 365 Business Pro @10MS Email								
Plus 251.643yr 2516.40								
Email Backup 107.64yr 2								
4678.00 3yr contract								
\$24,678 3 yr								
Comcast Business Internet with CALNET 525 per mo \$100 one time set up w/5 static IP								
\$6,600 yr								

Palo Alto Networks Firewall and Security with Global Protect VPN				\$11,000								
Project: PAN-PA-220 5 Year HA												
SALES	CUST ID	COMMENTS	TERMS	NEEDED BY								
LYNBROOK	REDCOM001	PROCESS AS REQUESTED	NET30	8/3/2021								
LN	QTY	PART	DESCRIPTION	UNIT AMOUNT	EXT. AMOUNT							
1	2	PAN-PA-220	Palo Alto Networks PA-220	\$ 766.50	\$ 1,533.00							
2	2	PAN-SVC-PREM-220-5YR	Premium support 5-year prepaid, PA-220	\$ 874.00	\$ 1,748.00							
3	2	PAN-PA-220-TP-5YR-HA2	Threat prevention subscription 5 year prepaid for device in an HA pair, PA-220	\$ 621.60	\$ 1,243.20							
4	2	PAN-PA-220-URL4-5YR-HA2	PANDB URL filtering subscription 5 year prepaid for device in an HA pair, PA-220	\$ 621.60	\$ 1,243.20							
5	2	PAN-PA-220-WF-5YR-HA2	WildFire subscription 5-year prepaid for device in HA pair, PA-220	\$ 621.60	\$ 1,243.20							
6	16	LYNBROOK-PRO-SERVICES	(1) HOUR - FW PLANNING, IMPLEMENTATION, OPTIMIZATION	\$ 220.00	\$ 3,520.00							
<b>DISCLOSURE</b>				SUBTOTAL:	\$ 10,530.60							
Pricing in this quotation is valid only for 30 days for the specific products and services set forth above. This quotation incorporates only those terms of Lymbrook's accepted purchase orders that relate to the prices or quantities of the products, herein. Lymbrook's failure to object to any term or condition contained herein and in any communication shall not be deemed as a waiver. Terms based on approval.				FREIGHT:	\$ -							
				TAX:	\$ -							
				TOTAL:	\$ 10,530.60							
Desktop PC replacement or Laptoptop Purchase for Managers 12 x 1300 per (cost about the same)				\$15,600								
Note:In an urgent scenario for AMR PC replacement, we have 5 (with 5 more on the way if needed) NON end of life machines that can be programmed and out in place until machines can be purchsed and likely access to several more, this is ONLY inf the event that we need machines before we can get any purchased, but completely doable.												
Cisco Switch to replace our surplus one within 1yr				\$5,000								
Cisco Router to replace our surplus one within 1yr				\$6,000								
Currently we have non end of life units racked and ready and these do not need to be replaced right ware unless we want to.												
Dell Server with Windows config on board licensing to possible replace our surplus one in a year or so				\$15,000								
Scheduling program(to replace current)				working on quote								
Transfer all AMR business lines into REDCOM (exception 707-568-5992)(working on gathering all information)												
10 Cellular phones and data plans for 7 go-phones and 3 Administrative												
Protective cases for administrator and go-phones				\$19.99	10	\$199.90						
7 Pelican Boxes for emergency planning and mobile dispatch				\$420.00	7	\$2,940.00						
7 laptops between 850-1350 x7 for pelican boxes range depending power and quality											\$10,324.00	

7 Four power outlets for Go-Boxes									\$355.00	
13 laptops for floor operations and admin positions 9 can be used with monitors and docking station 4 to be used by admin staff for off-campus work										
13 Docking stations for laptop home and in center dependant on brand and model										
<b>Immediate</b> Everbridge messaging product to be able to communicate with REDCOM employees and communicate and poll our XSN operational area units during critical incidents and more (was purchased for \$5400 after 6/16 events) * this was purchased prior to REDCOM purchase policy adoption of 6/20/24										
<b>Technology Items continued:</b>										
20 TYT handheld Radios or better								\$150.00	20	\$3,000.00
15 HP Poly Cordless push to talk adapters								\$660.00	15	\$9,900.00
Owl Labs Meeting Owl 3								\$1,146.00	1	\$1,146.00
Copier, scanner, fax, machine lease and service contact								\$800.00	1	\$800.00
Color copiers/Printers admin staff								\$382.00	3	\$1,146.00
Dispatcher Headsets						Range from \$58 to 195.00		\$195.00	35	\$6,825.00
Dispatch Hard Wired cords								\$150.00	13	\$1,950.00
Charging station for go-phones								\$36.00	1	\$36.00
Dispatch Headset Muter Switches								\$24.00	20	\$480.00
13 inch IPAD for for Tablet command								\$1,399.00	3	\$4,197.00
Protective Cases								\$35.00	3	\$105.00
Web Cams for Teams and Zoom meetings								\$60.00	9	\$540.00
Computer speakers for Zoom and Teams Meetings								\$30.00	9	\$270.00

**REDCOM's Operations Overview:** Our Operations Manager position has been vacant for several months. We are also transitioning to a new administrative assistant, with our previous Administrative assistant starting to support us remotely for 20 hours a week to train her replacement beginning July 2nd. We plan to reorganize our agency model since the REDCOM board approved hiring two dispatch positions instead of the Operations manager position. This strategic move will not only allow supervisors to divide the management duties, supervise our staff, and oversee large events and information requests but also greatly improve our center. However, a significant amount of time goes into getting two full-time dispatcher positions filled and training dispatchers to work in these positions. With fire season at hand and this unprecedented transition in REDCOM history to a new employer, it will be necessary to have continued support from the operational group, as we had on Sunday during the Beginning of the Point Fire event. We are grateful for the RDO group's support; ensuring continued success throughout this program and the transitional period that coincides with our fire season will be vital.

DRAFT-II

<b>Operational items needed to continue day to day operations</b>								
Task lights for each dispatch station						\$17.00	10	\$170.00
Desk Fans dispatch and adminstations						\$17.00	15	\$255.00
Replace Microwave						\$219.00	1	\$219.00
Staplers						\$42.00	12	\$504.00
Honeywell Air Purifier						\$198.00	3	\$594.00
Dry Erase Boards						\$44.00	4	\$176.00
L Shaped Desks Exec. Directors Office						\$169.00	2	\$338.00
Laminator						\$38.00	1	\$38.00
Brother Label Maker						\$60.00	1	\$60.00
Computer Speakers						\$30.00	9	\$270.00
Legal Writing Pad					(12pk)	\$17.00	4	\$68.00
Small Note Pads					(12pk)	\$15.00	4	\$60.00
Sharpie Highlighter Bulk					(36ct)	\$20.00	1	\$20.00
Expo Markers Bulk					(36pk)	\$25.00	1	\$25.00
Pencils					(50pk)	\$8.00	1	\$8.00
Zebra Black Pens					(24pk)	\$8.00	5	\$40.00
Legal Envelopes					(500pk)	\$27.00	2	\$54.00
9x12 Envelopes					(100pk)	\$21.00	3	\$63.00
Heavy Duty Binders					(10 pk)	\$67.00	1	\$67.00
Kleenex Anti Viral					(27pk)	\$61.00	2	\$122.00
Sparkle Paper Towels					(24pk)	\$29.00	3	\$87.00
Kirkland Napkins					(1040ct)	\$25.00	2	\$50.00
Paper Plates					(300ct)	\$33.00	3	\$99.00
Plastic Forks					(1000ct)	\$17.00	1	\$17.00
Plastic Spoons					(1000ct)	\$19.00	1	\$19.00
Plastic Knives					(1000ct)	\$17.00	1	\$17.00
Paper Bowls					(540ct)	\$57.00	1	\$57.00
Dawn Detergent					(1gallon)	\$32.00	1	\$32.00
Dial Antibacterial Soap					(1gallon)	\$26.00	1	\$26.00
Toner Print Cartrige					(4pk)	\$471.00	4	\$1,884.00
Pural Hand Sanatizer					(12pk)	\$48.00	1	\$48.00
Clorox Disenfecting Wipes					(15pk)	\$50.00	2	\$100.00
Tape Dispencers					(10 pk)	\$31.00	1	\$31.00
Rayovac AA batteries					(72pk)	\$40.00	1	\$40.00
Rayovac AAA batteries					(72ct)	\$40.00	1	\$40.00
AED (part of our occupancy agreement with the county of this building)								
Water Cooler rental and service for all of dispatch						\$40.00	Monthly	\$40.00
Water is also cooler part of our occpnacy agreement								\$0.00
Lyson Disenfectant spray					(12pk)	\$76.99		\$76.99
Printer Paper					4000	\$42.99		\$42.99

								\$0.00
						Sub Total		\$46,931.98
						TAX (x.095)		\$4,458.54
						Grand Total		\$51,390.52

**Finances:**

911 agency moving forward. Our Redcom administrative team has been working diligently to uncover the costs of every aspect of what it will take to have complete continuity of our REDCOM 911 services. Many of these costs are approximate, but it has become very clear we needed to gauge what it will cost to replace what AMR could potentially see as their assets in case of a REDCOM employer transition.

Increased operating and personnel costs are inevitable no matter what the future employment agency of REDCOM ends up being. While this drafted document has encompassed some of the new or increased technology and operating costs, there are still many costs we cannot factor in at this point. That will become obtainable as the direction of the REDCOM employer becomes clearer through the REDCOM board of Directors and ad-hoc Committees processes. Also we do not want to lose sight of the opportunity we have before us to physically expand Redcom and its capacity to serve its growing population and future large-scale events by increasing the full working dispatch consoles by 50%. **This expansion will meet the needs of our increasing population and prepare us for future large-scale events, instilling a sense of hope and optimism in our team and the community we serve.**